



COOMEALLA
MEMORIAL SPORTING CLUB LIMITED

RECEPTIONIST/CLERK

Part Time Position

Registered & Licensed Clubs Award 2020

As a hospitality service industry provider, applicants must be prepared to work varying hours in accordance

with operational rostered hours including day / nights and weekends.

Duties include general reception, customer liaison, computer data input, cash count and reconciliation.

Applicants are encouraged to obtain a Specification of Duties, available from Club Reception.

***Applications close Friday, January 31, 2025,
at 5pm and should be addressed to:***

Finance Manager

Coomealla Memorial Sporting Club Limited

P.O. Box 42, DARETON, NSW 2717

or via email: admin@coomeallaclub.com.au